

June 1, 2004

Mr. Mark Schumacher, Zoning Administrator
Waushara County
209 S. St. Marie Street
Wautoma, Wisconsin 54982

Dear Mr. Schumacher,

I am pleased to inform you that Waushara County has been certified in accordance with Wisconsin Administrative Code, Comm 61.70(5)(c), for commercial building code enforcement. Waushara county will have primary responsibility for review of building and heating plans for all new commercial buildings and additions not exceeding 50,000 cubic feet total building volume and alterations involving less than 100,000 cubic feet of total volume that are not located within agent municipalities. Building plans for such projects that are not located within agent municipalities may be reviewed by Waushara County or by the Department of Commerce.

Waushara County has also been authorized per state statute 101.12(3)(g) to provide inspections in lieu of the state for all commercial building projects, regardless of size, located in Waushara County and not located in agent municipalities. However, plan review for projects beyond the certified municipality size limits will still be done by our agency.

An exception to the above is that our agency retains jurisdiction for plan review and inspection authority for all state-owned buildings.

Waushara County shall follow the plan examination and inspection procedures under Comm 61 subchapter III and s. Comm 61.51. Your delegation includes the opportunity to refer more complex projects to our agency as needed. We will periodically monitor your delegated responsibilities and request activity reports to audit proper delivery of agent services. Note that conditions of our delegation may change in the future. Municipalities are always free to relinquish their delegated authority.

I understand that Mr. Patrick Nault will be responsible for plan review and inspections and has the proper certification to do so. We do require that inspectors attend agency-approved continuing education to maintain their certification.

We will begin work on a press release announcing this action so that individuals involved with commercial buildings in your community will understand your delegated agent status. Our agent monitor and auditor is Henry Kosarzycki and can be reached at 262.548.8615. He will be your primary contact and is available to further discuss procedures regarding review and inspection delegation in certified municipalities.

The Division of Safety and Buildings looks forward to working with you.

Sincerely,

Kimberly R. Walker
Administrator

cc:

Henry Kosarzycki, Auditor and Agent Program Manager
Robert DuPont, Director, Bureau of Program Development
Randy Baldwin, Director, Bureau of Integrated Services
Tony Hozeny, Office of Public Information